



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
SECTION OF SPECIAL EDUCATION PROGRAM DEVELOPMENT
**DETERMINATION OF NEED FOR EDUCATIONAL
SURROGATE APPOINTMENT**

DESE USE ONLY	
Approved	_____
Disapproved	_____
Comments	_____

NOTE: TO BE COMPLETED BY LOCAL EDUCATION AGENCY (Complete all items)

STUDENT INFORMATION Name _____ Social Security Number _____ Date of Birth _____ Residential Facility _____ Contact Person/Title _____ Street _____ City _____ State _____ Zip _____ Phone Number _____	REFERRING DISTRICT District Name _____ Contact Person _____ Title _____ Phone Number _____
SCHOOL ATTENDING Name of District _____ Street _____ City _____ State _____ Zip _____ Phone Number _____	CASEMANAGER INFORMATION Name _____ Agency Name _____ Street _____ City _____ State _____ Zip _____ Phone Number _____

Please ✓ as appropriate.

- The student's educational status:
____ the student has been referred for a special education evaluation.
____ the student receives special education and related services.
- The district has determined, after reasonable efforts, that:
____ parent(s) cannot be identified.
____ whereabouts of parent(s) are unknown.
____ Other: _____
- The student is in custody of:
____ DFS
____ DYS
____ Family Court
____ DMH
- Court papers/documentation appointing guardianship are:
____ maintained by the district in the student's file.
____ not maintained by the district but have been reviewed by district personnel.
- The student resides with
____ Parent/guardian
____ Foster parent
____ Other: _____

If assignment of specific
Educational Surrogate is preferred,
indicate name of surrogate below:

This information submitted herein is true and complete to the best of my knowledge.
Submitted this _____ day of _____, 20____.

Signature

Date

RETURN TO
Keep a copy for your records

**Catherine Leiweke, Educational Surrogate Program
Department of Elementary and Secondary Education
Special Education Compliance
P.O. Box 480, Jefferson City, MO 65102
Phone #: 573-526-7605 Fax #: 573-526-5946**

The Missouri Department of Elementary & Secondary Education ensures equal employment/educational opportunities/affirmative action regardless of race, color, creed, national origin or sex, in compliance with Title VI & Title IX, or disability, in compliance with Section 504 and the Americans With Disabilities Act.